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FAX: +27 (0)17 647-5232  
LEANDRA OFFICE:  
307 Shaka Maseko Road  
Tel: +27 (0)17 683-0054  
Fax: +27 (0)17 683-0385

A Model City and Centre of Excellence

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**OFFICE OF THE EXECUTIVE MAYOR**  
**Tel (017) 620 – 6000 Fax (017) 634 8019**

---

**Our reference:**

31 August 2018

Enquiries: Mr. B. Kubheka  
Tel nr: (017 620 6280)

**Accountant General**

National Treasury  
Private Bag x115  
PRETORIA  
0001

Tel: (012) 315 5904  
Fax: (012) 395-6553  
Email: [lgdocuments@treasury.gov.za](mailto:lgdocuments@treasury.gov.za)

Dear Mr Dondo Mogajane

**RE: GOVAN MBEKI MUNICIPALITY'S FAILURE TO SUBMIT ANNUAL FINANCIAL STATEMENTS BY THE 31<sup>ST</sup> OF AUGUST 2018**

The subject above refers.

This letter seeks to bring to the attention of the Accountant General that Govan Mbeki Municipality would not be able to complete and submit to the Auditor General the annual financial statement for the year ended 30 June 2018 as regulated by section 126 (1)(a) of the Local Government: Municipal Finance Management Act.

The municipality had difficulties in implementing the financial system in July 2017 following the appointment of Vesta Technical Service PTY Ltd from the Treasury RT25/2016 procurement process. Eventually the implementation of Phoenix financial system failed and Vesta PTY Ltd was terminated in 07 December 2017.

Immediately after terminating of Vesta Pty Ltd both Provincial and National Treasury were informed of municipality decision of terminating Vesta Technical Service PTY Ltd.

Between December 2017 to April 2018 municipality used Sebata system in particular for billing and for cashiers receipting and continued to use Vesta system on SCM and Creditors modules, while awaiting the approval from National treasury to appoint a new service provider.

National treasury finally provided the municipality with a letter approving the new service provider called Munsoft (attached as annexure A). The new service provider was then appointed in May 2018 to which the municipality had to do a 12-months backlog of reconciliations because during Vesta Technical Service PTY Ltd failed financial system no reconciliations were done.

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**Other Satellite Offices:**

**Kinross:** 27 Voortrekker Street, Tel: (017) 687 1155; **Trichardt:** 5 Bekker Street, Tel: (017) 638 0600  
**Evander:** 13 Lisbon Street, Tel: (017) 6206300; **Embalenhle:** Stand 3868 Lindile Nxiweni Drive, Tel: (017) 685 4212;  
**Lebohang:** 3265x 10 Butana Nkambule Road, Tel: (017) 638 3000; **eMzinqon:** 1<sup>st</sup> Street, Tel: (017) 647 3741

Y.T.

It is due to the above backlogs that Govan Mbeki Municipality could not finalize the AFS on time thus the municipality wrote to the Auditor General on the 22<sup>nd</sup> of January 2018 requesting postponement of the audit for the 2017/18 financial year from August 2018 to January 2019 with the commitment that the AFS where going to be finalized and submitted by November 2018.

Upon realizing that Auditor General has no authority to approve this request, a meeting was subsequently held with Provincial treasury on the 16th of May 2018 (see attached attendance register Annexure C) where this matter was further deliberated and the following was identified:

- The General ledger and the Trial balance of the municipality is incomplete
- No cashbook in place
- Processing of payday journals failed therefore the payroll transactions are not in the ledger
- Revenue it's still in the legacy system (Sebata) was not migrated.
- The municipality is using Market demand for assets which was also not integrated
- No reconciliations to the ledger since the beginning of the financial year

**The meeting between Municipality and Provincial Treasury resolved as follows:**

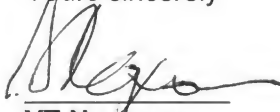
1. That the municipality submit the AFS by the 28th of September 2018 instead of 30 November 2018 as initially requested.
2. That at least the Audit report be submitted by the Auditor General on the 31st of January 2019
3. That it was noted that the municipality had prepared some reconciliations outside the system. e.g. Payday reconciled monthly with the bank, cashbook was done on excel, and revenue transactions etc. however these transactions are not on the general ledger.
4. That the Municipality must ensure that the migration of the data to the new system is completed by 31 May 2018
5. That once the migration is completed the Municipality to reconcile the migrated figures and make corrections if any in the new system
6. That Provincial Treasury will join the MSCOA steering committee meetings of the municipality bi-weekly to support and track progress.

In light of this none compliance, a report has been tabled before council to approve the late submission of the annual financial statement which is targeted for completion and approval by council on or before the 28<sup>th</sup> of September 2018.

For ease of reference, we have attached to this letter a letter to AG dated 22 January 2018, letter to Provincial treasury dated 17 May 2018 on audit readiness, a response letter from Provincial Treasury dated 28 August 2018 and a report to council dated 31 August 2018 on the none submission of AFS as required by legislation.

We sincerely hope that the above responses are in order.

Yours sincerely

  
**YT Ngxonono**  
Executive Mayor

31/08/2018  
Date

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**DEPARTMENT: FINANCE**

**Tel (017) 620 – 6274 Fax (017) 634 3258**

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Enquiries: Mr. JM Mahlangu  
(017 620 6274)

Reference: 18//5/17  
17 May 2018

Provincial Treasury  
Mpumalanga Province  
Private Bag X11205  
**NELSPRUIT, 1200**

Attention: **Head of Department: Ms. NZ Nkamba**

Dear Madam,

**RE: READINESS FOR SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS**

The abovementioned subject matter refers.

The letter dated 22 January 2018 was sent to the Auditor General requesting that the Audit be delayed to January 2019 and that the Annual financial statements will be submitted no later than 30 November 2018. Upon realizing that Auditor General has no authority to approve this request, a meeting was subsequently held with Provincial Treasury on the 16<sup>th</sup> of May 2018 where this matter was further deliberated and the following was identified:

1. The General ledger and the Trial balance of the municipality is incomplete
2. No cashbook in place
3. Processing of payday journals failed therefore the payroll transactions are not in the ledger
4. Revenue its still in the legacy system (Sebata) was not migrated.
5. The municipality is using Market demand for assets which was also not integrated
6. No reconciliations to the ledger since the beginning of the financial year

The municipality will be implementing a new Financial system after obtaining approval thereof from National Treasury and the Chief Procurement officer to participate on the RT25 -2016 tender. The said approvals were obtained on the 4<sup>th</sup> of April 2018 and 16 May 2018 respectively and MUNSOFT is the chosen vendor by the municipality for the FMS implementation.

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**Other Satellite Offices:**

Kinross: 27 Voortrekker Street, Tel: (017) 687 1155; Trichardt: 5 Bekker Street, Tel: (017) 638 0600  
Evander: 13 Lisbon Street, Tel: (017) 6206300; Embalehlehle: Stand 3868 Lindile Nxiweni Drive, Tel: (017) 685 4212;  
Lebohang: 3265x 10 Butana Nkambule Road, Tel: (017) 638 3000; eMzloni: 1<sup>st</sup> Street, Tel: (017) 647 3741

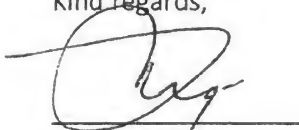


Upon considering the issues above the following resolutions were taken:

1. That the municipality submit the AFS by the 28<sup>th</sup> of September 2018 instead of 30 November 2018 as initially requested.
2. That at least the Audit report be submitted by the Auditor General on the 31<sup>st</sup> of January 2019
3. That it was noted that the municipality had prepared some reconciliations outside the system. e.g. Payday reconciled monthly with the bank, cashbook was done on excel, and revenue transactions etc. however these transactions are not on the general ledger.
4. That the Municipality must ensure that the migration of the data to the new system is completed by 31 May 2018
5. That once the migration is completed the Municipality to reconcile the migrated figures and make corrections if any in the new system
6. That Provincial Treasury will join the MSCOA steering committee meetings of the municipality bi-weekly to support and track progress.

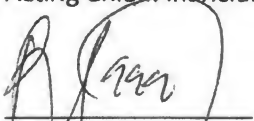
I trust that you will find the above in order.

Kind regards,



Jakes Mahlangu  
Acting Chief Financial Officer

21/05/2018  
Date



Mr. BM Mhlana  
Acting Municipal Manager

28.05.2018  
Date

**Other Satellite Offices:**

Kinross: 27 Voortrekker Street, Tel: (017) 687 1155; Trichardt: 5 Bekker Street, Tel: (017) 638 0600  
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provincial treasury  
MPUMALANGA PROVINCE  
REPUBLIC OF SOUTH AFRICA

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Private Bag X 11205, Mbombela, 1200  
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SigcinaMafa SesiFundza

UmNyango weeMali ZesiFunda

Provinsiale Tesourie

Enquiries : Mr. HL Silaule x 4292  
Ref : MPT 13/6/3

**Mr MC Morolo  
Acting Municipal Manager  
Govan Mbeki Local Municipality  
Private Bag X1017  
SECUNDA  
2302**

Dear Sir

#### **READINESS FOR SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS FOR 2017/18 FINANCIAL YEAR**


In response to your letter dated 17 May 2018, the Provincial Treasury has acknowledged the issues raised by the Municipality with regard to the readiness for submission of the Annual Financial Statements (AFS).

However, it must be noted that in terms of Section 126(1) (a) of the Municipal Finance Management Act, No. 56 of 2003, the Accounting Officer of a municipality must prepare the annual financial statements of the municipality and, within two months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing.

Provincial Treasury is not mandated to grant approval for the late or non-submission of the AFS to AGSA for audit.

Provincial Treasury is noting the challenges as indicated in the letter and will continue to support the Municipality until the AFS are submitted.

Regards

  
**MS NZ NKAMBA**  
**HEAD: PROVINCIAL TREASURY**  
**DATE: 27/8/2018**

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**DEPARTMENT: FINANCE**

**Tel (017) 620 – 6274 Fax (017) 634 3258**

---

Enquiries: Mr. JM Mahlangu  
(017 620 6274)

Reference: 18//5/17  
17 May 2018

Provincial Treasury  
Mpumalanga Province  
Private Bag X11205  
**NELSPRUIT, 1200**

Attention: **Head of Department: Ms. NZ Nkamba**

Dear Madam,

**RE: READINESS FOR SUBMISSION OF THE ANNUAL FINANCIAL STATEMENTS**

The abovementioned subject matter refers.

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**Other Satellite Offices:**

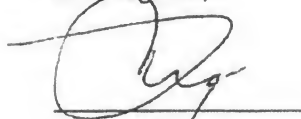
Kinross: 27 Voortrekker Street, Tel: (017) 687 1155; Trichardt: 5 Bekker Street, Tel: (017) 638 0600  
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Lebohlang: 3265x 10 Butana Nkambule Road, Tel: (017) 638 3000; eMzinqeni: 1" Street, Tel: (017) 647 3741

Upon considering the issues above the following resolutions were taken:

1. That the municipality submit the AFS by the 28<sup>th</sup> of September 2018 instead of 30 November 2018 as initially requested.
2. That at least the Audit report be submitted by the Auditor General on the 31<sup>st</sup> of January 2019
3. That it was noted that the municipality had prepared some reconciliations outside the system. e.g. Payday reconciled monthly with the bank, cashbook was done on excel, and revenue transactions etc. however these transactions are not on the general ledger.
4. That the Municipality must ensure that the migration of the data to the new system is completed by 31 May 2018
5. That once the migration is completed the Municipality to reconcile the migrated figures and make corrections if any in the new system
6. That Provincial Treasury will join the MSCOA steering committee meetings of the municipality bi-weekly to support and track progress.

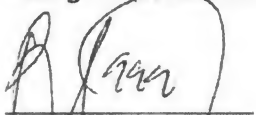
I trust that you will find the above in order.

Kind regards,



Jakes Mahlangu  
Acting Chief Financial Officer

21/05/2018  
Date



Mr. BM Mhlana  
Acting Municipal Manager

28.05.2018  
Date



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**DEPARTMENT: FINANCE**

**Tel (017) 620 – 6274 Fax (017) 634 3258**

---

Enquiries: Mr. BB Sithole  
(017 620 6274)

Reference: 18//1/22  
22 January 2018

Auditor General of South Africa  
Business Executive  
Mpumalanga Province  
Private Bag X2684  
**NELSPRUIT, 1200**

Attention: **Bomkazi Bhobho**

Dear Madam,

**RE: REQUEST TO POSTPONE THE AUDIT FOR THE FINANCIAL YEAR ENDING 2017/2018**

The abovementioned subject matter refers.

In terms of the MFMA section 126 (1)(a)(b) and 3(a)(b). The accounting officer of a municipality—

- (a) must prepare the annual financial statements of the municipality and, within two months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing; and*
  - (b) must in addition, in the case of a municipality referred to in section 122 (2), prepare consolidated annual financial statements in terms of that section and, within three months after the end of the financial year to which those statements relate, submit the statements to the Auditor-General for auditing.*
- (3) The Auditor-General must—*
- (a) audit those financial statements; and*
  - (b) submit an audit report on those statements to the accounting officer of the municipality or entity within three months of receipt of the statements*

---

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Consequently, the Minister of Finance has, in terms of section 168 of the Local Government: Municipal Finance Management Act, 2003 (Act No.56 of 2003), and acting with the concurrence of the Minister of Cooperative Governance and Traditional Affairs gazetted the Municipal Regulations on Standard Chart of Accounts (mSCOA) into effect on 22 April 2014. Municipal SCOA provides a uniform and standardised financial transaction classification framework. Essentially this means that mSCOA prescribes the method (the how) and format (the look) that municipalities and their entities should use to record and classify all expenditure (capital and operating), revenue, assets and liabilities, policy outcomes and legislative reporting. This is done at transactional level and ensures that a municipality and its entities have minimum business processes in place. This will result in an improved understanding of the role of local government in the broader national policy framework and linkage to other government functions.

The Regulations apply to all municipalities and municipal entities and indicate its applicability and relevance to each specific municipal environment while accommodating organisational uniqueness and structural differences. The Regulation provides for a three-year preparation and readiness window and all 278 municipalities must be compliant to the mSCOA classification framework by 1 July 2017.

Chapter 6 of the MFMA tasks the Municipal Manager of the municipality with managing the financial administration of the municipality. Since mSCOA is a municipal business reform, the Municipal Manager has the overall responsibility to manage the successful implementation of the mSCOA project within the municipality, to ensure the municipality is able to capture all transactions (at posting level) in accordance with mSCOA within its respective financial applications (systems) by 1 July 2017 going forward.

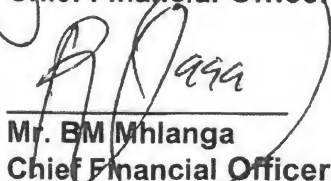
With that mentioned, the municipality will not be in a position to submit the annual financial statements for the year ending 2017/2018 on the 31<sup>st</sup> of August as required by section 126(1) of the MFMA due to the delays in the implementation of the mSCOA project.

The municipality is therefore requesting that the Auditor General should commence with the Audit on the 2<sup>nd</sup> of January 2019 and the municipality will submit the AFS by no later than 30 November 2018.

I trust that you will find the above in order.

Kind regards,

  
Mr. BB Sithole  
Chief Financial Officer

  
Mr. BM Mhlanga  
Chief Financial Officer

25/01/2018  
Date

25.01.2018  
Date

Other Satellite Offices:

Kinross: 27 Voortrekker Street, Tel: (017) 687 1155; Trichardt: 5 Bekker Street, Tel: (017) 638 0600  
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# ATTENDANCE REGISTER

16 MAY 2018

## PROVINCIAL TREASURY AND GMM

	NAME	POSITION	TEL NO.	EMAIL ADDRESS	SIGNATURE
1	Amen Mamsele	Acting TD Jem	6160	amen.m@govanmbeki.gov.za	
2	Motlale Mosele	MP MScOA	8709	mfip.ugale@govanmbeki.gov.za	
3	Lucky Radebe	MP MScOA	03764380	LS.Radebe@govanmbeki.gov.za	
4	Dapho Kanyane	Mngcs Budget	6222	ompho.k@govanmbeki.gov.za	
5	Colleen Masamho	SME Acc Admin	6270	colleen.m@govanmbeki.gov.za	
6	Sindiswa Mchabulu	Ad Man Exp.	6130	sindisi.s@govanmbeki.gov.za	
7	Herberti Sinyane	Prov Treasury	0833008285	ksilcan/e@govanmbeki.gov.za	
8	Betty Tsatsa	OD Finance	X 6107	betty.t@govanmbeki.gov.za	
9	Thuba Chabha	Finance	X 6111	thuba.c@govanmbeki.gov.za	
10	Isaac Thabethe	Revenue	6276	isaac.t@govanmbeki.gov.za	
11					
12					





# MEETING WITH PROVINCIAL TREASURY ATTENDANCE REGISTER 31 JANUARY 2018

	NAME	POSITION/ COMPANY	TEL NO.	EMAIL ADDRESS	SIGNATURE
1	Tiffany Ramage	GMM: Finance	017 620 6107	tiffany.r@govanmbeki.gov.za	
2	Mpho Kungane	GMM: Finance	017 620 6232	mpho.k@govanmbeki.gov.za	
3	Thabo Chabale	Gmm - Finance	017 620 6111	thabo.chabale@gmm.gov.za	
4	Luxeney Radebe	MPT:	013 766 4380	L.Radebe@gmpg.gov.za	
5	M.D. Mosefe	MT WS CoA	082 432 6250	M.D.Mosefe@outlook.co.za	
6	MANDISA CHILDANE	PROVINCIAL TREASURY	013 766 8707	michilane@gmpg.gov.za	
7	N. Mahlekoane	MP: PT	013 766 8712	nmaahlekoane@gmpg.gov.za	
8	I.B. Thabathe	Gmm: Lev	017 620 6276	ib.thabathe@gmm.gov.za	
9	B. Tsatso	Gmm Finance	x 6107	betty.t@govanmbeki.gov.za	
10	S.T. Mathibane	GMM	x 6059	s.t.mathibane@gmm.gov.za	
11	B.B. SITHOLE	GMM		bongumusa.s@govanmbeki.gov.za	
12	J.M. Mawungu	Gmm	x 6090	j.m.mawungu@gmm.gov.za	





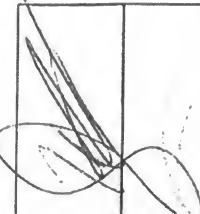
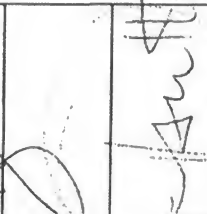
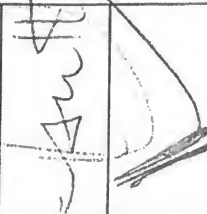
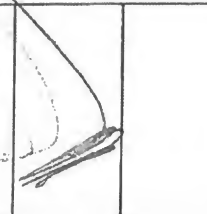
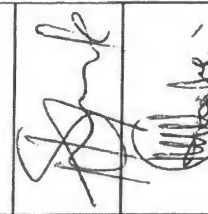

**MEETING WITH PROVINCIAL TREASURY  
ATTENDANCE REGISTER  
31 JANUARY 2018**

	NAME	POSITION/ COMPANY	TEL NO.	EMAIL ADDRESS	SIGNATURE
1	Jeddy Mphahlele	Gmm	0716206033	Jeddy.mphahlele@gmm.co.za	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					



# MSCOA STEERING COMMITTEE MEETING ATTENDANCE REGISTER 25 JUNE 2018

	Name & Surname	Position	Mscosa Delegation	Cell/Tel. Number	Email Address	Signature
1	Betty Tsatsa	Acting CFO	Acting Chairperson	017 620 6017	<a href="mailto:betty.t@govanmbeki.gov.za">betty.t@govanmbeki.gov.za</a>	
2	Tiffany Ramage	Team Secretary	Secretary	017 620 6107	<a href="mailto:tiffany.r@govanmbeki.gov.za">tiffany.r@govanmbeki.gov.za</a>	
3	Thabo Chauke	Senior Systems Admin	MSCOA Champion	017 620 6411	<a href="mailto:thabo.c@govanmbeki.gov.za">thabo.c@govanmbeki.gov.za</a>	
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